



**REGULAR MEETING AGENDA**  
125 E. College Street, Covina, California  
Council Chamber of City Hall  
**Tuesday, February 7, 2023**

**IMPORTANT NOTICE**

*This meeting is being conducted in accordance with Assembly Bill 361, regarding the COVID-19 pandemic.*

*Members of the public may view the meeting live on the City's website at [www.covinaca.gov](http://www.covinaca.gov) or on local cable television, Spectrum channel 29 and Frontier Channel 42. To view from the website, hover over the Departments & Services tab until the drop-down menu appears and click on City Council Video Library under the City Council header. A live banner will appear at the start of the meeting.*

**Public Comments:** *During the meeting, there will be an opportunity for the public to speak. Public testimony is limited to five (5) minutes per speaker, unless, for good cause, the Mayor/Chairperson amends the time limit; a speaker's time may not be transferred to another speaker. State Law prohibits the Council/Agency/Authority Members from taking action on any item not on the agenda. Those wishing to speak on a LISTED AGENDA ITEM will be heard when that item is addressed.*

**In Person:** *To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance of the Council Chamber and give it to the City Clerk. Your name will be called when it is your turn to speak.*

**Remotely via Zoom:** *Access the meeting remotely via Zoom with one of the following devices:  
Computer or Smart Device:*

<https://us02web.zoom.us/j/85132207875?pwd=MDBQQzBGNncxdHBYd25uakxKSCTldz09>

*Telephone:*

*Dial: +1 669 900 6833  
Meeting ID: 851 3220 7875  
Passcode: 133573*

1. *To request to speak during public comment, please click the “Raise Hand” button on the Zoom toolbar “Reactions” tab.*

*Note:*

Computer / Smart Device Users: *The “raise hand” feature is in the reactions tab.*

Telephone Users: *Press star-nine (\*9) on your phone to raise your hand.*

2. *Staff will announce your name as listed on Zoom or the last four digits of your phone number when it is your turn to speak and unmute the microphone (audio only); speaker must be present when called to speak.*
3. *Please state your first and last name and city of residence at the beginning of your remarks for the record.*
4. *The microphone will be muted by staff when you have completed your comments or five (5) minutes have expired, whichever occurs first.*

*Meeting Assistance Information: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk’s Office at [cityclerk@covinaca.gov](mailto:cityclerk@covinaca.gov) or 626-384-5430. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.*

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA  
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING  
AUTHORITY/COVINA HOUSING AUTHORITY  
JOINT MEETING—CLOSED SESSION  
6:30 PM**

**CALL TO ORDER**

**ROLL/CALL**

Council/Agency/Authority Members: Hector Delgado, John C. King, Victor Linares, Mayor Pro Tem/Vice-Chair Walter Allen, III, and Mayor/Chair Patricia Cortez

**PUBLIC COMMENTS**

*The public is invited to comment on Closed Session items only at this time. To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance and give it to the City Clerk. Your name will be called when it is your turn to speak. Individual speakers are limited to five minutes each, unless, for good cause, the Mayor/Chairperson amends the time limit.*

**CLOSED SESSION**

The City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority will adjourn to closed session for the following:

- A. Government Code § 54956.9(d)(1) – CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION**  
**Name of case: Kimberly Pfrimmer v. City of Covina, et al; Case No.: 19STCV46235**

**RECESS**

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA  
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING  
AUTHORITY/COVINA HOUSING AUTHORITY  
JOINT MEETING—OPEN SESSION  
7:30 PM**

**RECONVENE AND CALL TO ORDER**

**ROLL/CALL**

Council/Agency/Authority Members: Hector Delgado, John C. King, Victor Linares, Mayor Pro Tem/Vice-Chair Walter Allen, III, and Mayor/Chair Patricia Cortez

**PLEDGE OF ALLEGIANCE**

Led by Mayor Cortez

**INVOCATION**

Given by Covina Police Chaplain

**PRESENTATIONS**

- A. Southern California Gas Company Update

**PUBLIC COMMENTS**

*To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance and give it to the City Clerk. Your name will be called when it is your turn to speak. Those wishing to speak on a LISTED AGENDA ITEM will be heard when that item is addressed. Those wishing to speak on an item NOT ON THE AGENDA will be heard at this time. State Law prohibits the Council/Agency/Authority Members from taking action on any item not on the agenda. Individual speakers are limited to five minutes each, unless, for good cause, the Mayor/Chairperson amends the time limit.*

**COUNCIL/AGENCY/AUTHORITY COMMENTS**

*Council/Agency/Authority Members wishing to make any announcements of public interest or to request that specific items be added to future Council/Agency/Authority agendas may do so at this time.*

**CITY MANAGER COMMENTS**

**CONSENT CALENDAR**

*All matters listed under consent calendar are considered routine, and will be enacted by one motion. There will be no separate discussion on these items prior to the time the Council/Agency/Authority votes on them, unless a member of the Council/Agency/Authority requests a specific item be removed from the consent calendar for discussion.*

- CC 1. Minutes

**Staff Recommendation:**

Approve the Minutes of the January 17, 2023, Regular Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.

[Agenda Report - CC 1 - Pdf](#)

CC 2. Payment of Demands

**Staff Recommendation:**

Approve Payment of Demands in the amount of \$3,039,039.46.

[Agenda Report - CC 2 - Pdf](#)

CC 3. Approve and Make AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings

**Staff Recommendation:**

Approve and make the following findings so that meetings of the City Council and the City's Other Legislative Bodies are authorized to meet remotely in accordance with AB 361's special Brown Act requirements for teleconference meetings as follows: (1) the City Council has reconsidered the circumstances of the COVID-19 state of emergency; and (2) the emergency directly impacts the ability of the members of the public to meet safely.

[Agenda Report - CC 3 - Pdf](#)

CC 4. Cougar Park Parking Improvement Project - Final Acceptance and Filing Notice of Completion

**Staff Recommendation:**

1. Accept the work performed by E.C. Construction, Co.; and
2. Authorize the City Clerk to file a Notice of Completion for the Cougar Park Parking Improvement Project.

[Agenda Report - CC 4 - Pdf](#)

CC 5. Miscellaneous Repair Concrete Project – 321 E. Front Street - Final Acceptance and Filing Notice of Completion

**Staff Recommendation:**

1. Accept the work performed by Gentry Brothers, Inc. and Greentech Landscape, Inc.; and
2. Authorize the City Clerk to file a Notice of Completion for the Miscellaneous Repair Concrete Project – 321 E. Front Street.

[Agenda Report - CC 5 - Pdf](#)

CC 6. Resolution CC 2023-06, Amending the Policies to the Traffic & Parking Advisory Commission Name and Meeting Times

**Staff Recommendation:**

That the City Council adopt Resolution CC 2023-06 amending the policies of the Traffic & Parking Advisory Commission as follows:

1. Rename the Traffic & Parking Advisory Commission to Transportation & Mobility Advisory Commission; and
2. Change the current meeting time from 8:00 am to 5:00 pm every second Tuesday of the month.

[Agenda Report - CC 6 - Pdf](#)

- CC 7. Approval of a First Amendment to Agreement between the City of Covina and BOSS Janitorial Services, Inc.

**Staff Recommendation:**

Authorize the City Manager to execute the First Amendment to the Professional Services Agreement with BOSS Janitorial Services, Inc.

[Agenda Report - CC 7 - Pdf](#)

- CC 8. Installation of All-Way Stop Intersection at Workman Avenue at Eastbound/Westbound San Antonio Drive and Eastland Mall Shopping Center Private Driveway between Citrus Avenue and Barranca Avenue

**Staff Recommendation:**

That the City Council approve the Traffic Commission's recommendation to add the installation of All-Way Stop Intersection at Workman Avenue at eastbound/westbound San Antonio Drive and Eastland Mall Shopping Center private driveway between Citrus Avenue and Barranca Avenue.

[Agenda Report - CC 8 - Pdf](#)

- CC 9. Professional Services Agreement with Masonic Center for Youth and Families

**Staff Recommendation:**

Approve Professional Services Agreement with Masonic Center for Youth and Families for clinical and social services.

[Agenda Report - CC 9 - Pdf](#)

- CC 10. One Year Extension of Agreement with Professional Account Management LLC

**Staff Recommendation:**

Approve the Second Amendment to the agreement with Professional Account Management LLC for a one (1) year extension to provide parking citation processing and collection services; and authorize the City Manager to execute the amendment.

[Agenda Report - CC 10 - Pdf](#)

- CC 11. Adoption of Resolutions CC 2023-07 and 2023-08 Relating to the Annexation of Territory to Community Facilities District No. 2007-1, Declaring Intention to Authorize Annexation, Adopting Boundary Map, and Setting the Public Hearing Date for March 21, 2023 (671 E. Puente Street, Covina//Annexation 33)

**Staff Recommendation:**

1. Adopt City **Resolution CC 2023-07**, declaring intention to authorize the annexation of territory to Community Facilities District No. 2007-1 (Public Services); and
2. Adopt City **Resolution CC 2023-08**, adopting boundary map showing territory proposed to be annexed in the future to Community Facilities District No. 2007-1 (Public Services).

[Agenda Report - CC 11 - Pdf](#)

## **NEW BUSINESS**

- NB 1. Consideration of Management and Operations Agreement for the Covina Center for the Performing Arts

### **Staff Recommendation:**

That the City Council approve the proposed management and operations agreement with The Laugh Factory Covina LLC for a five-year term with optional extension terms and make a determination that the action is exempt under CEQA.

[Agenda Report - NB 1 - Pdf](#)

## **ADJOURNMENT**

The Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority will adjourn to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, February 21, 2023 at 6:30 p.m. for closed session and at 7:30 p.m. for open session inside the Council Chamber at City Hall, located at 125 East College Street, Covina, California, 91723.

The Covina City Clerk's Office does hereby declare that the agenda for the February 7, 2023, meeting was posted on the City's website and near the front entrances of: Covina City Hall, 125 East College Street, Covina, in accordance with California Government Code Section 54954.2(a).

If you challenge in court any discussion or action taken concerning an item on this agenda, you may be limited to raising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at the meeting.

MATERIALS RELATED TO AN ITEM ON THIS AGENDA, AND SUBMITTED TO THE CITY COUNCIL AFTER PUBLICATION OF THE AGENDA, ARE AVAILABLE TO THE PUBLIC IN THE CITY CLERK'S OFFICE AT 125 E. COLLEGE STREET, COVINA.